

Planning Advisory Committee
May 5, 2025 - 6:00 p.m.

Minutes

Present: Deputy Mayor Maddie Charlton, Chair
Councillor Stewart Jenkins
Councillor Wanda Carver
Stephanie Miller Vincent
Deanna Armstrong
Jonathan Bower
Mary White
Mike MacLeod, Planner
Wendy Connors, Development Officer

Regrets: Linda Rafuse
Pamela Brennan
Zenia Horton

1. Call to Order -

The meeting was called to order at 6:00 p.m.

2. Approval of Agenda –

It was MOVED by **Mary White** and SECONDED by **Stewart Jenkins** that the Agenda be approved as circulated.

Motion Carried Unanimously

3. Approval of Minutes

3.1 It was MOVED by **Mary White** and SECONDED by **Jonathan Bower** that the Minutes of September 9, 2024 be approved as circulated.

Motion Carried Unanimously

- 3.2** It was MOVED by **Deanna Armstrong** and SECONDED by **Wanda Carver** that the Minutes of April 7, 2025 be approved as circulated.

Motion Carried Unanimously

4. Amend Municipal Planning Strategy and Land Use Bylaw – Multiple Unit Dwellings in Downtown Commercial (CD) Zone

Mike MacLeod gave an overview of the proposed amendments to the Municipal Planning Strategy and Land Use Bylaw that would allow the renovation / change of use, of an existing commercial building, to multiple-unit residential, in the downtown core of Liverpool.

Mary White asked if the applicant applied or had to apply for these amendments. Mike indicated that the applicant Eric Fry, who was present at the meeting, had applied. Eric Fry detailed the development that his company is proposing. Stephanie Miller Vincent felt like this was a well-thought-out proposal and would be an asset to Main Street but didn't like the idea of the entirety of Main Street being residential.

Maddie Charlton mentioned that other Municipal units hold public participation sessions for significant amendments to Planning documents. She felt that this is a significant proposed amendment and if possible, requested we hold a public participation session to gauge the opinions of the community.

Jonathan Bower voiced his support for having this proposal being allowed by Development Agreement. Mary White felt that the community should be able to voice their opinion on this proposal and their vision for the downtown core. Stewart Jenkins has concerns that this could become a free-for-all in the downtown core and erode the existing / future commercial uses. He felt there needed to be more discussion and preparedness to prevent this erosion.

The Planning Advisory Committee discussed several different directions for this proposal. The consensus of the Committee was to hold an additional Planning Advisory Committee meeting to further discuss some additional information to give more certainty in making a decision they are comfortable with. This meeting is tentatively scheduled for Thursday, May 15th at 1:00 PM. Mike MacLeod will confirm with the Committee.

5. Committee Review of Planning Documents

Discussion to be held at the June meeting. Maddie Charlton felt that short-term rentals needs to be discussed.

6. Other

Linda Rafuse has resigned from the Planning Advisory Committee due to a meeting conflict. An advertisement will take place for her replacement.

There was a short discussion regarding the Planning Advisory Committee and the new Municipal Council after the election.

7. Adjournment

There being no further business, the meeting was adjourned at 8:40 p.m.

Date